

WCO Notes 09/16/19

Open 7pm with serenity prayer

- Attendees: Rand (WCO Chair), Mark (Finance chair, IT chair, President WCO), Carla (WCO Board Secretary), Tammy (WCO Activities chair, WCO Rep 12 Straight Up), John (WCO Corrections chair), Alan (WCO Treatment Facilities Chair), Ted (WCO Rep DCG), Barbara (WCO Rep Sylvan Sisters), John H (WCO Treasurer)
- Minutes from October
 - Motion by Ted, Second by John. Passed.
- Treasurer's report, presented by John
 - \$5,771 Beg Balance
 - YTD: \$
 - \$45 7th Tradition
 - \$663 group donations
 - \$181 literature sales
 - Lit purchase from Sept hit in Oct
 - Ending balance: \$5,610
 - Motion to accept Alan, second Carla. Passed.
- Chair report, (Rand)
 - Nothing
- Board report, (Mark L)
 - Sale of office location was approved by Beaverton; two city building codes need approval. Site not sold yet, but getting closer.
 - Current lease: can assume month to month after Nov
 - Presumed clerical error caused rent to be higher than normal; rent was paid at the normal amount
 - New location search: not much available, but the committee is searching
 - We will need to print new meeting schedules soon - going to be updating with new meetings in the area
 - Looking for redesign
 - We have an opening for one Saturday a month, 12-4pm, 2 years suggested sobriety time.
 - Square (credit processor) has raised their transaction fee to 3% from 2.84%
- IT report (Mark L):
 - Website move to new server; Nick F recommended new service - company was having special pricing: \$91 for first year. More space and bandwidth. \$239/year with SSL certificate, normally. ~\$50 increase annually.
 - Company performed migration for us
 - GoDaddy will continue to host domain
 - Theme on website only works on old version of php; therefore we will need to redesign website. Newer version of php is more secure.
 - Hotline: 45 calls, 143/300 minutes used
 - Hotline can use volunteers to man the hotline

- Website: 1372 visitors, 173 views/day
 - Google ad is getting more traction than usual, might be responsible for driving additional traffic
- Finance report (Mark L):
 - Proposed budget for 2020 is presented for discussion and to take back to our groups for a vote.
 - Rent is the big question mark, depends on new location (\$350/mo cap)
 - Treatment facilities requested money for books - we gave them \$200 for books for treatment facilities. Corrections: \$50 to start; Activities: \$100 to start.

WESTSIDE CENTRAL OFFICE - BUDGET FOR 2020

<u>INCOME SOURCES**</u>	2020 Budget	2019 Budget
Literature Sales	\$ 4,056.00	
Group Contributions	\$ 4,978.00	
Member Contributions	\$ 731.00	
Total	\$ 9,765.00	
<u>EXPENSES</u>	2020 Budget	2019 Budget
P.O. Box	\$ 110.00	\$ 100.00
Rent for office****	\$ 4,200.00	\$ 3,163.72
Phone Service	\$ 150.00	
Web & E-mail	\$ 260.00	\$ 211.00
Insurance	\$ 350.00	
Licenses & Gov't Fees****	\$ 70.00	
Chair	\$ 50.00	
Co-Chair***	\$ 20.00	
Secretary***	\$ 20.00	
Treasurer	\$ 30.00	
Outreach Committee***	\$ 20.00	
PI Committee***	\$ 20.00	
CPC Committee***	\$ 20.00	\$ 150.00
TF Committee	\$ 200.00	\$ 20.00
Corrections Committee	\$ 50.00	\$ 20.00
Newsletter Committee***	\$ 20.00	
Hotline Committee***	\$ 20.00	
12th Step Call Committee***	\$ 20.00	
Area 58 Assemblies	\$ 100.00	\$ 300.00
Literature Inventory Purchases	\$ 3,500.00	
Literature (expenses, miscellaneous)	\$ 25.00	\$ 50.00
Literature (Meeting Schedules)	\$ 300.00	
Activities	\$ 100.00	\$ 460.00
Finance Committee	\$ 20.00	
Office Volunteer Chair***	\$ 20.00	
Office Improvement	\$ 150.00	\$ 200.00
Total	\$ 9,845.00	\$ 9,501.72

** Income estimates are based on 2019 averages 1/1/19 - 10/31/19.
 *** This line item represents seed money for an open service position.
 **** \$20 to DOJ and \$50 to SOS
 ***** Rent depends on new office location in 2020. It is capped at \$350/month
 Prudent Reserve is \$1000 representing around 3 months of expenses
 Submitted for approval by WCO's Finance Committee 11/4/19

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- Corrections Chair (John)
 - Not much to report
 - Figuring out what requirements are for each facility, so that he can help others to bring in meetings
 - Talked to Area 58 chair, Greg - is trying to get John clearance to go into the prisons.

- Forwarded his info to WA County to start process there
- Treatment Facilities Chair (Alan)
 - Not a lot that's new
 - Treatment facilities are filling up, with the weather
 - TRC is full staffed/covered
 - Looking for volunteers to help him on the committee
 - Looking to talk to Serenity Lane and other facilities
 - Looking to partner with "rogue" groups - see if they want to work with WCO to coordinate efforts
- Activities (Tami)
 - Wants to put out a "Talent Search" flyer. Wants to put on a Traditions play in April
 - Only requires 6 people to put on the play
 - Speaker meeting to follow
 - Will send out the flyer soon
- Announcement related to Open Committees:
 - None
- AA Announcements:
 - None
- Elections:
 - Tami was elected as Outreach
- Old Business:
 - Tami- Motion to co-host the Traditions Workshop and District 31 Halloween party (WCO responsibility would be for refreshments: \$100 budget).
 - Motion to table again by Tami, second Mark. Passes
- New Business:
 - None
- Discussion/Questions:
 - None
- Motion to close Tami, second John. Passed.